

## STATE OF DELAWARE



### DELAWARE ASSOCIATION OF PROFESSIONAL ENGINEERS

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January 12, 2024

### **MINUTES – JANUARY 10 2024 COUNCIL MEETING**

A meeting of the Council of the Delaware Association of Professional Engineers was held on Wednesday January 10, 2024 in hybrid format (at DAPE office and via Zoom).

The Roll call was taken and a quorum was declared.

Council Members Present:	D. Barbato, P.E.	M. Clendaniel, P.E.
	J. Hastings, P.E.	J. Jakubowski, P.E.
	K. Maxson, P.E.	J. Puddicombe, P.E.
	D. Reinhold, P.E.	M. Smith, P.E.
	K. Tadler, P.E.	T. Thomson, P.E.

Council Members Absent:	V. Fazio, P.E.	W. Gamgort, Esq.
	J. Kalmbacher, P.E.	C. Lingenfelder, Esq.
	R. Smith, Esq.	

DAG present: E. Kelly, Esq.

Staff present: J. Wootten

Meeting was called to order at 3:06 PM.

#### **Open Forum**

Two members of the public were present: N. Humberston and M. Kondelis

#### **Minutes of the December 13, 2023 Council Meetings**

Council reviewed the Minutes of the December 13, 2023 Council meeting.

*Motion by K. Maxson, seconded by K. Tadler, to approve the minutes of the December 13, 2023 meeting. Approved unanimously.*

#### **D.A.G. Report** – None.

#### **Financial Reports**

K. Maxson reported that finances for the 8 months (67.7%) of fiscal year ending April 30, 2024 reflect income has reached 93.6% of projections and expenses 57.9%.

*Motion by K. Maxson, seconded by D. Reinhold, Council accepts the Finance Report subject to audit. Approved unanimously.*

#### **Committee Reports**

#### **Executive Committee**

The Executive Committee met just prior to the Council meeting, therefore, a written report is unavailable. Items discussed at Executive Committee meeting will be covered under the appropriate Committee reports.

**Finance/Employee Compensation & Benefits Committee/Facilities Committee** – No Report

**Law Enforcement/Ethics Committee**

D. Reinhold reported that the committee met on January 3, 2024 and discussed the following:

- Correspondence related to offshore engineering and CAD (Council members can review and send feedback; DAPE will mention at the upcoming NCEES Zone meeting and J. Wootten will send a link to Delaware Professional Engineers' Act and a complaint form.
- Ad Hoc Successor Engineer Committee. J. Jakubowski attended this meeting to discuss the Committee's feedback. The Ad Hoc Committee met to discuss this feedback and made minor revisions, which J. Jakubowski explained. Committee members and Council members should review the Ad Hoc Committee report/proposed legislative amendment and provide specific feedback to J. Wootten or J. Jakubowski by January 31.
- 1 file for closure.

*Motion by D. Reinhold, seconded by K. Maxson, Council approve the closure of 1 case listed on Exhibit A of the committee report. Approved unanimously.*

**Examining Committee**

K. Tadler reported that the Committee met on December 20, 2023 and discussed the following:

- Committee charges for 2024
- Application and roster trends (which were discussed at December Council meeting)

All recommendations for licensure or approval to take the P&PE exam are shown on Exhibits A1 and A2 which are now ready for Council action. The recommendations are summarized below:

Application Type	Total applications	Recommendation	Exhibit Reference
Comity	1	License	A1
Exam	6	Approval to take P&PE	A1
Initial	3	License	A1
Exam (passed PE)	4	License	A2
Total Individual applications reviewed	14		

*Motion by K. Tadler, seconded by D. Reinhold, Council approves the Committee's recommendations for applications for licensure as noted on Exhibits A1 and A2 of the committee's report as amended just prior to the Council meeting. Approved unanimously.*

Committee recommendations for firm licensure are noted on Exhibit A3. The recommendations are summarized below:

Application Type	Total applications	Recommendation	Exhibit Reference
Certificate of Authorization	7	License	A3
Total Firm Applications	7		

*Motion by K. Tadler, seconded by T. Thomson, Council approves the Committee's recommendations for Certificates of Authorization as noted on Exhibit A3 of the committee's report. Approved unanimously.*

The backlog of applications (which the Committee has reviewed but are not ready for Council action) is shown on Exhibit B.

Additional Committee Recommendations:

Application Type	Total applications	Recommendation	Exhibit Reference
Model Law Engineer Comity License	22	License	D
FE Exam/Decoupling	2	Approve	C

**External Affairs Committee** – No Report

**Public Information Committee** – No Report

**Government Affairs/By-Laws Committee** – No Report

**Nominating Committee** – No Report

**Ad Hoc Successor Engineer Committee**

See latest draft (exhibit A in committee report) and send feedback to J. Wootten or J. Jakubowski by the end of this month. This draft will also be shared with the Law Enforcement & Ethics Committee prior to their February 7, 2024 meeting. Council will vote on the proposed legislative amendment at the February 14, 2024 meeting.

**Correspondence** – See Law Enforcement & Ethics Committee report

**NCEES**

Funded delegates for Northeast Zone Meeting May 2-4 at Watergate Hotel due January 24. DAPE has 3 funded delegates committed to attend (D. Reinhold, M. Smith and T. Thomson). Any other Council members that want to attend will have expenses covered by DAPE. An invitation will be sent directly from NCEES to all Council members.

**Old Business**

Council discussed next steps in signing a lease prior to the August 31, 2024 expiration of our current lease. Old Town Hall Associates (OTHA) has submitted a proposal, and the Facilities committee suggested that DAPE should hire a real estate agent to negotiate better terms. J. Wootten reached out to Jones Lang LaSalle Brokerage (JLL) at the recommendation of a Facilities Committee member. JLL drafted an agreement letter which DAPE would need to sign. After further discussion, a motion to sign this agreement was withdrawn pending further investigation and discussion. E. Kelly will review the proposed agreement and DAPE's current lease along with the proposed lease extension. J. Wootten will reach out directly to OTHA to negotiate a better rate and/or additional improvements to the current space.

**New Business** – None

**Upcoming Meetings:**

February 14, 2024 (Hybrid format/in person at DAPE or Zoom)

Future Events:

- LEE & Council Training: Tentative date is April 18 (J. Wootten will confirm venue and videographer prior to next meeting).
- PE Night at Blue Rocks June 6 (this will be open to all DAPE members)
- Box seating for 20 on May 16 (DAPE may reschedule May Council meeting to this date)

Meeting adjourned at 4:10 PM.